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LOUISIANA COMMISSION ON LAW ENFORCEMENT  
AND ADMINISTRATION OF CRIMINAL JUSTICEAPPLICATION AND REVIEW  
SUMMARYAPPLICATION NUMBER: C10-1-012APPLICANT: Natchitoches Domestic Violence Education & Support GrpPROJECT TITLE: Child Advocacy Program

## PROJECT FUNDS :

FUND:	\$	<u>25,349</u>	80.00%
MATCH:	\$	<u>6,337</u>	20.00%
TOTAL:	\$	<u>31,686</u>	100.00%

PROJECT DURATION: 12 monthsSTART DATE: 09/01/2010END DATE: 08/31/2011Continuation of C00-1-019

## PROJECT SUMMARY:

This project will provide safety, education and support to domestic violence child victims in the rural underserved areas of Natchitoches and Red River Parishes via a full-time child advocate position by offering the following services: 24-hour residential shelter, advocacy, education, counseling, safety planning crisis hotline, youth groups, referrals, needs assessments, protective orders, emergency financial assistance, childcare and transportation, etc. A full-time child advocacy program with D.O.V.E.S. shelter is needed to help child victims with safety, education and support so they may progress toward normalization after victimization and end the cycle of violence.

RECOMMENDATION: FUND X DENY    

## SPECIAL CONDITIONS :

1. NO DRAWDOWN OF FUNDS (AWARD) BY LCLE UNTIL APPLICANT RESPONSE TO LCLE LETTER OF 08/17/10 IS REVIEWED AND APPROVED BY LCLE STAFF.
2. NO RELEASE OF 10% TOTAL FEDERAL FUNDS BY LCLE UNTIL MONITORING REVIEW IS RECEIVED BY LCLE.
3. SUBGRANTEE AGREES TO MAINTAIN ITS NONPROFIT STATUS IN "GOOD STANDING" WITH THE LOUISIANA SECRETARY OF STATE'S COMMERCIAL DIVISION FOR THE DURATION OF THE SUBGRANT PERIOD.
4. ALL PAID PERSONNEL MUST WORK HOURS WHICH DO NOT CONFLICT OR OVERLAP WITH OTHER PAID HOURS OR OTHER JOBS. IF PAYMENT FOR ANY PERSONNEL IS ON AN OVERTIME, HOURLY BASIS, THE RATE OF PAY MAY NOT EXCEED 1 AND 1/2 TIMES THE EMPLOYEE'S REGULAR HOURLY RATE OF PAY.
5. NO RELEASE OF FUNDS BY LCLE UNTIL PRIOR PROJECT C07-1-021 IS FINALIZED.



LOUISIANA COMMISSION  
ON LAW ENFORCEMENT  
AND THE ADMINISTRATION  
OF CRIMINAL JUSTICE

CRIME VICTIM ASSISTANCE  
FURNISHA GRANT PROGRAM  
CVA #16,375

FOR CLUE USE ONLY:

Project ID: CVO-1-012

CVA Purpose Area: 2, 4

1. TITLE OF PROJECT

2. ☐ NEW PROJECT  
☒ CONTINUATION PROJECT OF: COT-1-021

3. PROJECT DURATION

4. PROJECT FUNDS

Total Length: 12 Months (Not to exceed 12 Months)

Federal Funds: \$23,349

Desired Start Date: 9/1/2010

Cash Match: \$5,000

Desired End Date: 8/31/2011

In-Kind Match: \$1,337

Total Project: \$31,686

5A. APPLICANT AGENCY INFORMATION

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY

Agency Name: Natchitoches D.O.V.E.S., Inc.

Authorized Official: Melody Minimum

Physical Address: 310 Fourth Street (unpublished)

Title: Executive Director

City: Natchitoches, LA

Agency Name: Natchitoches D.O.V.E.S., Inc.

Mailing Address: P.O. Box 1277

City: Natchitoches, LA

Phone: (318) 352-9394

Zip: 71457-1277

FAX: (318) 238-3239

City: Natchitoches, LA

Email: dovesprogram@yahoo.com

Phone: (318) 652-0814

Fed Employer Tax ID: 72-1425406

DUNS: 14599-2587

CCR CACHINCAID: 5F2H9

CCR Expiration Date: 3/4/2011

6. IMPLEMENTING AGENCY

7. PROJECT DIRECTOR

8. FINANCIAL OFFICER

Name: Melody Minimum

Name: Melody Minimum

Title: Board Treasurer

Title: Executive Director

Agency: Natchitoches D.O.V.E.S., Inc.

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Email: dovesprogram@yahoo.com

Email: dovesprogram@yahoo.com

Email: dovesprogram@yahoo.com

9. BRIEF PROJECT DESCRIPTION: (Please do not exceed space provided below.)

This project will provide safety, education & support to domestic violence child victims in the rural underserved areas of Natchitoches & Red River Parishes via a full time child advocate position by offering the following services:

24 hour residential shelter, advocacy, education, counseling, safety planning, crisis hotline, youth groups, referrals, needs assessments, protective orders, emergency financial assistance, childcare and transportation, etc.

A full time child advocacy program within D.O.V.E.S. shelter is needed to help child victims with safety, education & support so they may progress toward normalization after victimization and the end of the cycle of violence.

CVA-1

Revised JULY 2010

VOCA PURPOSE AREAS

Please Check Type of Victimization Served (Check all that apply):

☐ Sexual Assault

☒ Domestic Abuse

☐ Child Abuse

☒ Previously Underserved

State Type of Previously Underserved: Rural, poor, minority, uneducated, unemployed, disabled, etc.

PROJECT BUDGET SUMMARY

INSTRUCTIONS: The Checklist is self-explanatory. In Project Summary, applicable budget category totals will be automatically entered from each of the Detailed Budget Summary. Provide source of Cash and/or In-Kind Match. In last table, check the type of victimization types that this project will address.

CHECKLIST

Are all budgeted items allowable per Program Guidelines?

Were instructions followed to determine allowable personnel/contractual costs?

Are all line item computations correct?

Do line items add to category totals?

Have category totals been rounded to nearest dollar?

Each category amount listed in the table below must equal category totals shown on Pages 3 through 11.

Person Completing Budget Section: Melody Minimum

Phone: (318) 652-0814

Fax: (318) 238-3239

Title: Executive Director

E-Mail: dovesprogram@yahoo.com

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	\$23,349	\$0	\$1,337	\$24,686
SECTION 200. FRINGE BENEFITS	\$1,800	\$0	N/A	\$1,800
SECTION 300. TRAVEL	\$0	\$0	\$0	\$0
SECTION 400. EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500. SUPPLIES	\$0	\$0	\$0	\$0
SECTION 600. CONTRACTUAL	\$0	\$0	N/A	\$0
SECTION 700. RENOVATION COSTS	\$0	\$0	\$0	\$0
SECTION 800. OTHER DIRECT COSTS	\$0	\$5,000	\$0	\$5,000
TOTAL:	\$23,349	\$5,000	\$1,337	\$31,686

Provide Source of Cash Match: \$5,000 donation from Alliance Compensators for FY 2010-11.

Provide Source of In-Kind Match: \$1,337 worth of volunteer hours donated to the child advocacy program at fair market value

CVA-1

Revised JULY 2010

**FULL-TIME EMPLOYEES:**

Enter number 1 and names of the employees for each position bonded through this grant. For further information and direction, please refer to the regulations annexed to this grant.

**FULL-TIME EMPLOYEES:**

Enter number 1 and names of the employees for each position bonded through this grant. For further information and direction, please refer to the regulations annexed to this grant.

**FILE TIME EMPLOYEES:**

[illegible]

## PART-TIME, OR OVERTIME EMPLOYEES:

[illegible]

**VOLUNTEERS:**

**OUTREACH:** Lay OUTLINE volunteers stand at In-kind March. Devices must directly relate to the focus of this project. For further information and correction, please refer to the application instructions.

DUTIES. List ONLY volunteers used in kind work. Duties must directly relate to the focus of this project. For further information and direction, please refer to the applicable instructions.	NO OF HOURS	VALUE (AT OF \$20.75/H)	P. # (SEE PAGE)
133.7 worth of volunteer hours donated to the child advocacy program at fair market value. For example, \$10 an hour x 133.7 hours of program assistance (clerical, organization, project activities, cleaning, events, group, etc).	133.70	\$10.00	\$1,337.00
			\$0.00
		TOTAL: AMOUNT OF VOLUNTEER-PAID SERVICES	\$1,337.00

## SECTION 100. PERSONNEL, SUMMARY

FEDERAL FUNDS	\$23,519
CASH MATCH	
IN-KIND MATCH	\$1,337
PERSONNEL TOTAL	\$24,886

Mar. 26, 1910

**SECTION 100. PERSONNEL (Continued) - BRIEFLY EXPLAIN**

- | Are job descriptions for each position attached? If not, explain: |  |
|---|--|
| <input checked="" type="checkbox"/> Yes                           |  |
| <input type="checkbox"/> No                                       |  |
| <input checked="" type="checkbox"/> Yes                           | Are resumes for each position attached? If not, explain: |
| <input type="checkbox"/> No                                       |  |

A) Need for each position shown above; justify need for coverage.

DOVES child advocacy program, a single child advocate for so many child victims in two provinces is barely adequate. These children need cannot practically be met outside this area because they belong to vulnerable families whose rural underserved issues are now compounded by statewide budget cuts and the economic effect of the Gulf coast oil crisis. DOVES is the only 24 hr residential day shelter addressing child victimization issues in both Natchitoches and Red River Parishes, a 1,644.72 square mile area. Without this project, survivors would be forced to go 1 hour & 15 minutes north, 40 minutes west, or 55 minutes south to get help. Over half of DOVES survivors do not own reliable transportation and cannot go elsewhere due to inadequate income for travel and the proven danger of being stalked, harassed or harmed by their batterers while en route along these isolated roads.

- B3) The basis for determining the salary of each position
- The requested salary is comparable to the starting employee pay scale of many LCADY programs; it was also determined by the pay scale of local social services agencies and direct service employee standards as well as appropriately rated by program experience, education, skills, training & qualifications.
- C) Project duties of each position requested:
- Requirements of the Child Advocate(s) will be -
- 1- Perform dv screenings via only forms, do safety plans (per age appropriateness), & needs assessments.
  - 2- Conduct counseling individually or via group sessions/one-on-one building activities.
  - 3- Offer advocacy, shelter, critical needs assistance, & referrals.
  - 4- Provide dv educational awareness & community outreach endeavors.

- D) Indicates if proposed will be new or existing position (if existing, indicate if position has been vacated). If this is a continuation application, indicate the previously original status. (Existing personnel is an employee that currently works for the agency, but will now be working on grant activities. If so, the notation from which the employee was moved must be filled. If employee is hire from the previous grant, indicate if the employee was originally hired for this position.) This is a continuation application that will be using the employee originally hired for this position from the previous grant period.

Enter the individual names of the employees receiving fringe benefits for each position funded through this grant. There are two sets of each benefit below to allow backing up for eight employees. For further information and direction, please refer to the application instructions.

☒ Additional Fringe Benefits Will Be Paid by Applicable Agency

SECTION 126. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$1,800
CASH MATCH	
TOTAL FRINGE BENEFITS	\$1,800

Monitor each type: e.g., audit, rent (show square footage and cost per square foot), phone charges, utilities, printing, duplicating, registration fees for conferences/workshops, etc. Prior to its capture and utility bills. Some method of determining cost. Please refer to application questionnaire for direction.

**PAID WITH**

SECTION 000. OTHER DIRECT COSTS SUMMARY	
FEDERAL FUNDS	
CASH MATCH	\$5,000
STATE/LOCAL MATCH	
OTHER DIRECT COSTS TOTAL	\$5,000

B) Its relationship to project.  
For this grant's required Cash-Match.

## PROGRAM NARRATIVE

### A. PROBLEM DEFINITION

1. Identify the nature and magnitude of the specific problem existing in your particular community that needs to be addressed through this proposed project. Discuss the need, and the importance or significance, of the problem. Be sure to include current valid local data to support the justification. Give the nature and scope of the problem. State the needs of your agency and the needs of the victims or your area as related to the problem and justify the need for the proposed project.

Program statistics for FY2009-10 which shows 426 survivors monthly demonstrates need for DOVES continued help in the coming year. It is critical to maintain the child advocacy program here in this rural underserved area because no other organization in either parish has one. DOVES provides child victims free comprehensive domestic violence services that include 24 hr shelter, supportive services, & education to help end the cycle of violence. According to the Journal of Family Practice 1997, "Rural victims are twice as likely to be involved in abusive relationships." In support of this claim & per the National Violence of Crime Studies, the number of un-served victims should be conservatively estimated at 2% of the female population. Natchitoches parish alone consists of 39,080 people with an estimated adult female population of 53% (20,713). This would indicate that there are 530 yet un-served victims in the parish. There are generally more offspring than parents in a home so it is highly probable that more children are being affected by domestic violence than this adult female population.

The Center for Disease Control 1997 stated that "high levels of poverty, frequently in conjunction with poverty, have been associated with higher rates of homicide throughout the United States" (Greenburg, Carey & Poppo, 1987; Wilkerson, 1984). Plus, the 1994 National Institute of Justice indicated that crimes such as homicide, rape & assault are more likely to occur among acquaintances in rural areas than urban. They also quote an Ohio study that found "the least populated jurisdictions had the highest rates for domestic violence." These studies all support the reality that DOVES - with a significantly smaller budget & all the obstacles of rurality - serves a disproportionate number of clientele compared to larger metropolitan programs (see LAINO statistics for last year's FY programs in LA). DOVES served 512 non-resident & 63 residential domestic violence victims. 192 were children, 317 were women & 3 were men.

Last year's goals were fully met & exceeded so the child advocacy program is expected to reach similar numbers this year. It is important to take into account that nearly 15% of DOVES clientele over the past 4 years came from Red River Parish, a rural underserved area like Natchitoches but - according to the task force - without any regular active domestic violence outreach or crisis intervention services other than what DOVES provides. DOVES child advocate gives regular services to Vane Youth Center girls who work in the hospital there to provide crisis intervention. Although DOVES established a 23 member "Red River DV Outreach Project" with a Cosheta Task Force to help fill the service gaps, straddling both parishes without any extra funding to do so spreads the program thin. Natchitoches, DOVES promised to assist 7 RR parish survivors & supply 9 outreach calls last funding cycle. Within 4 months, 9 survivors were helped & 11 outreach calls were given. For 9 years, DOVES has received CVA funds thru this grant for its child advocacy program. The past 5 years, it provided nearly half the total salary needed for the position while OWP/DSS funded the other half. Due to statewide budget cuts this year, DSS is not funding any part of the child advocacy program. This request funding will address the needs of the child victims for both parishes thru a single full time child advocate position in DOVES shelter.

2. Describe how the community resources and how the gap was identified. Explain what need is created by this gap in service/programs.

The communities of Natchitoches & Red River Parishes are rural & underserved so survivors are marginalized in many ways by simply living here. Needs were identified via DOVES program statistics, cooperative service partner surveys, networking, referrals records & DOVES steering committee. Services are tracked & entered into an ACCESS database to measure need, the program's services & its effect. DOVES program of work is designed from these & other similar sources. All consistently demonstrate need for DOVES free domestic violence shelter services. Due to the fact that DOVES is the only entity in both parishes that provides domestic violence education, shelter, advocacy, counseling, emergency financial assistance & other supports to child victims, the need for this program is apparent, especially alongside the following data.

Last year, L'OR showed 229 protective orders filed & 115 served in Natchitoches Parish; this year, 305 were filed & 183 served. DOVES filed over 25% of them. Public Data shows that unemployment here rose from 7.7% January 2009 to 9.4% January 2010. Worse, 30-31% of TANF funds go to domestic violence survivors nationwide, but this past year, 70% of DOVES clientele EMIT TANF eligible. Plainly, survivors here cannot afford to go elsewhere for help. Lack of public transportation & longer rural EMIT responses regularly require DOVES staff significant time & effort just to find solutions, coordinate with law enforcement, acquire transportation, & manage a host of inefficiencies & complexities not typical to metropolitan areas. In fact, "rural domestic violence survivors seeking safety must surmount obstacles that are not encountered by more metropolitan victims (Women's Rural Advocacy Programs, 1998). In FY2009-10, DOVES sought & found survivor solutions via 28 new partnerships, making a total of 72 good faith agreements with other community systems here to help undergird this important work.

### B. GOALS

GOALS: The primary mission of all programs is to have a positive impact on the victims, and just to acknowledge statistics on how many are served listed on the problem identified. BRIEFLY state what the project hopes to accomplish. On this by providing a clear statement of the effect the project will have on the problem.

#### GOAL #1:

This project will help end the cycle of violence individually & communally by assisting child survivors of domestic violence with crisis intervention services & supplying the community with DV awareness outreach services.

### C. OBJECTIVES

OBJECTIVE: Provide at least TWO (2) measurable objectives for EACH goal. Objectives need to be measurable, observable aspects of the program. Identify who, what, when, how much, the absolute numbers, not percentages and be sure to include a baseline number.

OBJECTIVE #1: By the end of this 12 month grant cycle, the lives of 75 child victims will be positively impacted by receiving free crisis intervention services from the child advocacy program depending upon age appropriateness & need.

OBJECTIVE #2: By the end of this 12 month grant cycle, the child advocacy program will positively impact the Natchitoches Parish community to action through the provision of 6 DV In-Service & 3 DV Assistance Projects that raise awareness by engaging them in help meet survivors' needs.

## D. ACTIVITIES/METHODS

Use the specific activities under services to be provided that will accomplish the objectives. Most include a timeline for achieving the various components of your project. Timelines may cover entire grant period. This must relate back to the Goals and Objectives. If this is a training project, attach this page and sample D-3 Training Program

**ACTIVITIES/SERVICES OF OBJECTIVE #1:** The lives of 75 child victims will be positively impacted by receiving the following services within the 12 month period of this grant depending upon age appropriateness & need.

- assessing for domestic violence via entry forms
- safety planning
- needs assessment
- counseling individually &/or trust building activities/youth group
- advocacy &/or referrals
- emergency financial/critical needs assistance

A) Of the 75 child survivors served during this grant period, DOVES estimates that 20 will stay in the program enough time to be provided with 1 weekly trust building activity/support group/counseling for thirty minutes, 1 safety plan, & 1 needs assessment &/or 1 advocacy/referral. Volunteers will be trained to advocate for child victims as needed for moral support.

**ACTIVITIES/SERVICES OF OBJECTIVE #2:** By the end of this 12 month grant cycle, the child advocacy program will positively impact the community to action through the provision of 6 DV In-Services & 3 DV Assistance Projects that raise the awareness by helping to meet survivors' needs in some of the following ways.

- "Hands Are Not For Hitting" DV In-Service
- "Love Shouldn't Hurt" DV In-Service
- Dating Violence 101 DV In-Service
- "It's Not a Healthy Home" In-Service
- Children of Domestic Violence In-Service
- Values Versus Violence In-Service
- "Penny Push for Peace" Project
- "A Story As Angel" Christmas Project
- "Blue-Back Violence" Easter Bunny Project
- "Call DV Quits" Cell Phone Project
- "Foster the Neat" Project

B) Of the 6 Community DV Awareness In-Services & 3 DV Assistance Projects provided during this grant period, 120 individuals will be provided dv education/awareness & 35 of DOVUS Kids will receive financial/critical assistance to help meet their domestic violence related needs.

## D-2. TRAINING PROJECTS

Complete this page in lieu of Section D - Activities/Methods. This page is to be completed only if this application is for the training of individuals involved in the criminal justice system. DO NOT use this for in-house training.

1. Training Curriculum (copies to be included)

N/A

2. Type of personnel to be trained:

3. Number of personnel to be trained:

4. Geographical locations of trainees (who will be served):

5. Dates and hours of training:

6. Location of training:

7. Explanation supporting the effectiveness of the training program including how the program will meet the identified need.

## F. DEMOGRAPHICS

1. This project serves the following Congressional District(s):

☐ 1 ☐ 2 ☐ 3 ☒ 4 ☐ 5 ☐ 6 ☐ 7 ☐ All (Statewide Project)

2. Type of Organization:

Applicant Agency: ☐ Law Enforcement ☐ Prosecution ☐ Court ☒ Non-Profit Organization ☐ Tribal Government

Check the one answer that best describes the organization receiving VOCA Formula Grant Program funds.

- ☐ Community-Based Organization ☐ Prosecution ☐ Sexual Assault Program
- ☐ Court ☐ Sexual Assault Statewide Coalitions ☐ Tribal Coalition
- ☒ Domestic Violence Program ☐ Tribal Government
- ☐ Domestic Violence State Coalitions ☐ Tribal Coalition
- ☐ Dual Program (Sexual Assault and Domestic Violence) ☐ Tribal Sexual Assault and/or Domestic Violence Program
- ☐ Dual State Coalitions (Sexual Assault and Domestic Violence) ☐ Tribal Sexual Assault and/or Domestic Violence Program
- ☐ Government Agency (Department of Human Services, Bureau of Health) ☐ Tribal Sexual Assault and/or Domestic Violence Program
- ☐ Law Enforcement ☐ University/School
- ☐ Probation, Parole, or Other Correctional Agency ☐ Other (Specify):

☐ Yes ☒ No Is this a faith-based organization?

☐ Yes ☒ No Is this a community-specific community-based organization?

## F. LOUISIANA AUTOMATED VICTIM NOTIFICATION SYSTEM (LAVNS)

1. Name of the individual responsible for assisting victims in regard to accessing and using the LAVNS system:

Name: Caroline Abreu Phone: (318) 652-0802 Email: [carolineabreu@ynhoo.com](mailto:carolineabreu@ynhoo.com)

☒ Yes ☐ No Does this individual also serve as agency's point of contact for LAVNS? If not, please provide name and contact information.

Name: ( ) Phone: ( ) Email: ( )

☒ Yes ☐ No Has this individual attended training provided by LCTLS to learn how victims are served by LAVNS? If no, agency will request LAVNS training from LCTLS within 30 days of award. NOTE: More information regarding the LAVNS program, including training information, can be found at: <http://lctls.la.gov/2013/03/20/lavns/>

☒ Yes ☐ No Does the agency have posters displayed for promoting LAVNS and brochures readily available to victims? If no, please go to the LCTLS website to request free LAVNS materials at: <http://lctls.la.gov/2013/03/20/lavns/>

## G. CRIME VICTIMS REPARATIONS (CVR)

☐ Yes ☒ No Is any individual responsible for assisting victims in regard to services available through the CVR program? If no, please provide name and contact information.

Name: Roddie Knight Phone: (318) 352-9354 Email: [roddieknight@ynhoo.com](mailto:roddieknight@ynhoo.com)

☒ Yes ☐ No Does the agency have the Crime Victims Reparations (CVR) Claims Investigator at the Parish Sheriff's Office?

☒ Yes ☐ No Does the agency have posters displayed for promoting CVR and brochures readily available to victims? If no, please fax a written request to the CVR program, including application and other forms, can be found at: <http://lctls.la.gov/2013/03/20/lavns/>

## II. PRIOR RESULTS (Per Continuation Project only)

1. Based on the objectives of the previous application, what were the measurable outcomes? (Field in the previous report's performance field in the quarterly progress report and other additional information.)

DOVES was to assist 85 child sex survivors with basic crisis intervention services & provide case management/follow-ups to 45 in order to track for their welfare, concerns & results during a 12 month funding cycle last year. DOVES gave crisis intervention to 85 child survivors & case management to 45 in a 7 month period.

For April thru June alone this year, DOVES provided follow-up for 48 child victims; 37 from February thru March.

DOVES was also to help 7 Red River Parish survivors with crisis intervention services & supply 9 community outreach calls during last year's 12 month funding cycle; DOVES did this within a 7 month period.

For April thru June alone this year, DOVES gave the community 18 educational sessions; 12 from February thru March.

2. Did the project work as expected? Explain.

Yes. All DOVES child survivors were helped with basic crisis intervention services that provided them the assistance they needed to be safe & more knowledgeable; follow-up work provided them the support needed to re-build trust, learn about healthy choices, & non-violent living. All displayed indications of progress toward normalization of their victimization.

3. Have the original goals and objectives been revised? ☐ Yes ☒ No

If Yes, explain what changes will be made in the continuation of this project and why?

# 1. EVALUATION AND DISSEMINATION OF RESEARCH FINDINGS

## A COPY OF YOUR EVALUATION FORMS USED FOR THIS PROJECT MUST BE INCLUDED.

1. From whom will the data be collected - what is the source?

DOVES clientele.

2. When will the data be collected?

Quarterly.

3. Who will collect and analyze the data?

Caroline Aiveth, Program Coordinator.

4. Who will be responsible for submitting the data for the Quarterly Progress Reports? State name and contact information.

Name: Melody Miatum

Phone: (318) 652-8114

Email: dovesprogram@yahoo.com

5. Following evaluation, who and how will monitoring or revising of the project's strategy be accomplished?

DOVES executive director determines the Child Advocacy Program needs by evaluating records of the project's activities.

If the project does not meet its goals or the LCLC evaluation indicates need for improvement, the director utilizes one or more of the following tools for revision &/or updates of the project's strategy: the project's past progress reports, DOVES staff evaluation, program funding trends, surveys from the community &/or clientele, DOVES steering committee &/or board committee recommendation.

DOVES regularly staffs in order to keep abreast of each project's progress, updates pertinent forms, strategize ways to best meet needs & goals.

6. Name the recipients who will receive the project's results and the schedule of reporting (i.e., monthly, quarterly, yearly). Recipients MUST state the Louisiana Commission on Law Enforcement will receive Quarterly Progress Reports and expenditure reports quarterly/annually as specified at award time. Recipients should also include, if applicable, board of directors, oversight agency (if different from implementing agency), courts with jurisdiction, etc.

The project results will be reported to the Louisiana Commission on Law Enforcement in the form of Quarterly Progress Reports & to DOVES, INC. Board of Directors in the form of monthly Directors Reports.

CVA-20

# 1. CONTINUATION

- ☒ Yes ☐ No

Do you plan to continue this project at the conclusion of federal support? Since continued VOCA funding is limited but not assured, alternate funding sources should be sought. Name the sources and potential sources of continued funding for this project at the conclusion of federal support.

The following are targeted sources of funding that DOVES is in the process of seeking or requesting funding from. Continued funding will be developed through:

- A- Local, regional & state grant sources: @ Mary Kay Foundation, Natchitoches Regional Medical Center Foundation, Alliance, Wegman, Wal-Mart Foundation, Louisiana Coalition Against Domestic Violence, DSS/TAJF, et cetera.
- B- Agency fundraising efforts of at least 1 large event & several varied small fundraisers per year: the "Cochon de Lait" event generated \$47,000 last year. Small fundraisers are held over various holidays such as Valentines, Back to School, & Christmas that bring in approximately \$2,000 but are mostly about meeting survivor needs.
- C- Earned income strategies bring DOVES about \$5,000 annually.

## K. RESOURCES

Describe the facilities and additional resources available in this project. Include the physical facility where services are provided. If applicable, list other resources available to this project, i.e., equipment, supplies, staff, etc.

DOVES is located on 830 Fourth Street in Natchitoches, LA; one block from city police, parish housing, counseling center, 2 blocks from the sheriff department & court house, & 3 blocks from legal services, the post office, banks, shopping, & cetera. The facility is a 2,200 square foot living area, wood frame house on a city lot with a wrap around front porch. Offices are in the front (a front reception office for the systems advocate & volunteers, a staff meeting room, a family violence/shelter advocate room, an executive director/office manager room, a supply closet & a staff bathroom); the shelter (has 2 bedrooms, 2 bathrooms, linen closet, & kitchen/laundry/breakfast room) is in the back part of the house. Offices have desks, chairs, file cabinets, & computers that are networked. Survivor & personnel records are in locked fire safe filing cabinets. There is a secure key control system. The kitchen has a glass security door. The shelter has a security system.

## L. AUDIT REQUIREMENTS

All applications must check one:

- ☐ This organization/agency spends \$500,000 or more in federal funds during the fiscal year of the organization/agency from any and all sources including the amount of this application) AND MUST SUBMIT THE FOLLOWING INFORMATION:

1. Dates of last audit:
2. Dates covered by last audit:
3. Dates of next audit:
4. Dates to be covered by next audit:
5. Date next audit will be forwarded to LCLC:

- ☒ This organization/agency spends less than \$500,000 in federal funds from all sources during the fiscal year of the organization/agency

## M. VOLUNTEERS

- ☒ Yes ☐ No

Are you using volunteers in service? If yes, describe the duties and functions performed by the volunteers. Include the number of volunteer hours per day/week for this application (this can be an estimate). Volunteer status must directly relate to the focus of this project and information stated in Section 100 Federal.

- ☒ No Are volunteers awarded in compliance with the Louisiana Child Protection Act (LSA 13:587.1) as exemplified? Volunteers who work with child survivors receive 40 hours initial training & 30 hours annually thereafter based on DSS Core Standards for quality assurance; this included a background check & drug screening.

CVA-21



JOEY WATSON  
GOVERNOR

**State of Louisiana**  
**Office of the Governor**  
**Louisiana Commission on Law Enforcement**  
**and Administration of Criminal Justice**

August 17, 2010

Ms. Melody Minium  
c/o Ms. Sybil Richards  
Northwest LEAD, Inc.  
615 Main Street  
Pineville, LA 71360-6935

RE: CID-1-012; Natchitoches D.O.V.E.S. Inc., "Child Advocacy Program"

Dear Ms. Minium:

This office has received the above application. This application will be presented at the Victim Services Advisory Board and the Commission meetings, which are scheduled for September 15, and 16, 2010, respectively. The meetings will be held at the Shreveport Convention Center, 104 Market Street in Shreveport. Phone: (318) 698-0900. This application request is to continue the CID-1-021 project and is over \$20,000; therefore, you are required to attend the Victim Services Advisory Board and Commission meetings.

Based on the preliminary review of the referenced application, there are issues that need to be addressed. However, please be advised that additional issues may arise between the agency review process and the Advisory Board/Commission meetings. If so, you will be given every opportunity and assistance to address and/or resolve any additional issues to avoid delaying the application to be presented.

1) Page 13: 800. Other Direct Costs: Cash donations cannot be listed as a lump sum in the table marked as "Cash match for FY2010-11 grant; Alliance Compressor gift." Please remove the cash match/gift wording and the cash amount of \$5,000 listed on this page. Instead, provide a list of specific items or utilities the agency plans to use the cash match donation to pay for, such as rent, telephone, utilities, printing, duplicating, etc. Include the quantity, unit price, and total cost of each item you list. Your total when done should be \$5,000 for this category. Please remember to mark the "cash" boxes, not the "in-kind" boxes. Afterward, briefly explain the need for each type listed and its relationship to this project at the bottom of the page.

Please submit your response to LCLE by close of business (5:00 p.m.) on Tuesday, September 7, 2010. All deficiencies named in this letter must be resolved and approved by LCLE staff in order to be presented to the Victim Services Advisory Board and Commission at the September meetings.

Sincerely,

*Rutha Chatwood*  
Rutha Chatwood  
Victim Services Program Manager

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**N. REQUIRED COMPONENTS**

1. Subgrantees are required to help victims apply for victim compensation. Describe a specific plan on how applicant has or will interface with the Louisiana Crime Victims Reparations Program.

DOVES interfaces with the local CVR program via the local Sheriff's Office & Sandra Williams to garner up-to-date forms, information, & assistance. We provide them with pertinent police reports & descriptions of last incident of abuse on our letterhead, a description of their needs due to the crime, & an estimate of costs to repair damages on their CVR form. After submittal, the CVR representative determines eligibility; if approved, she then works out a payment plan with the vendor.

2. Describe how applicant has/will coordinate activities with other criminal justice system/service providers in the community. If you have obtained cooperative agreements, a copy may be attached to the application in addition to the brief description.

DOVES staff has a close working relationship with the District Attorney, Van Kyrar, the Sheriff, Victor Jones, the Chief of Police, Mickey Dove, the Chief of Corrections, Calvin McFerrin, the Honorable Judges Eric Harrington & Dee Hawthorn, & many others within the criminal justice system in Natchitoches Parish. DOVES participates in Mr. ID Thornton's Round Table Meetings with the Office of Juvenile Justice, the City Police Department, & others within the CJ field. DOVES also provides DV reference pads for patrol cars, DV In-Service, & Cooperative Service Printer trainings to its 70 partners in order to raise awareness, end domestic violence, & meet victim needs. See attached examples.

3. Indicate how the applicant will address the issue of encouraging the victims to report to law enforcement. Policies and procedures may be attached to the application in addition to the brief description.

Victims are asked if they would like to report their abuse to law enforcement by DOVES staff. They are provided with pertinent resource/referrals & informed about the benefits of such help, if needed. See attached.

4. State that the applicant will comply with the Louisiana Child Protection Act (LCS 15:587.1) as appropriate. The Louisiana Child Protection Act refers to increasing protective services, NOT reporting instances of child abuse. DOVES will comply with the Louisiana Child Protection Act (LCS 15:587.1) as appropriate.